

F.No. 17016/10/2018/SCD-VI  
Government of India  
Ministry of Social Justice and Empowerment  
Department of Social Justice and Empowerment

Shastri Bhawan,  
New Delhi-110001,  
Dated: 10<sup>th</sup> March, 2023.

**VACANCY CIRCULAR**

The Ministry of Social Justice and Empowerment intends to fill the Post of Director in the Dr. Ambedkar Foundation erstwhile director (DAIC) by deputation (including short-term contract).

Post	Number of Posts	Vacancy Locations	Pay Scale	Eligibility
Director	1 (One)	Delhi	Level 13 in the pay matrix (Rs 123100-215900/-)  Pay Band-4 Rs. 37400-67000 (Grade Pay of Rs 8700)-	Deputation (ISTC):  Officers under the Central/or State Govt/ Union Territories/Universities/Recognized Research Institutions/Public Sector Undertakings/Autonomous, semi Govt. or Statutory Organizations etc.  A. (i) Holding analogous post in Pay Band-4 (Rs. 37400-67000) with Grade pay of Rs. 8700 on regular basis); or  (ii) with five years' regular service in the posts Pay Band-3 (Rs. 15600-39100) with Grade Pay of Rs. 7600 or equivalent; (iii) With ten years' regular service in the posts Pay Band-3 (Rs. 15600-39100) with Grade Pay of Rs. 6600 or equivalent; and  B. Possessing the following qualifications, experience:  i. Bachelor Degree in any subject from a recognized University with 15 years of administrative/academic/managerial experience.

**Note 1:** Period of deputation including in another ex-cadre post held immediately preceding this appointment in the same organization/department shall ordinarily not exceed three years.

**Note 2:** The maximum age limit for appointment by deputation shall not be exceeding 56 years as on the closing date of receipt of applications.

2. The selected officers will be on deputation for a period of **two years** initially which can be curtailed or extended further, depending upon the requirement, and with the consent of the officer and approval of the lending department. The usual deputation terms will apply. The selected officer will be posted with Dr. Ambedkar Foundation and look after the work of Dr. Ambedkar Foundation including Dr. Ambedkar International Centre & Dr. Ambedkar National Memorial.

3. All Ministries/Departments of Government of India, All State/Union Territories Governments, All Universities, All Recognized Research Institutions, All Public Sector Undertakings, All Semi-Government Organizations, All Statutory or Autonomous bodies are requested to circulate the above posts among the officers, working with them and forward the application (in prescribed pro forma **Annexure A**) of eligible and interested officers, along with a certificate to the effect that they are clear from vigilance angle, their integrity certificate, details of major/minor penalty imposed on them during the last 10 years and attested photocopies of their ACRs/APARs for the last 5 years to the undersigned at the following address within 45 days of its publication in the Employment News:

Shri Sanjay Singh,  
Under Secretary, D/o SJ&E,  
Room No.-253, Shastri Bhawan,  
New Delhi-110001.

  
(Sanjay Singh)

Under Secretary to the Government of India

To

1. The Director (CS), Department of Personnel and Training, North Block, New Delhi-110001 with the request to get this O.M. placed on the DOPT website.
2. (i) All Central Government Ministries & Departments with request to circulate the vacancy circular amongst all employees of your Ministry/Department and also to forward a copy of this advertisement to all Universities/recognized research institutions/Public Sector Undertaking/Semi-Government Organizations/Statutory or autonomous bodies under your Ministry/Department.  
  
(ii) All State/Union Territories Governments with request to circulate the vacancy circular amongst all employees of your State/UT Government and also to forward a copy of this advertisement to all Universities/recognized research institutions/Public Sector Undertaking/Semi-Government Organizations/Statutory or autonomous bodies under your State/Union Territory Government.
3. Programmer, NIC, D/o SJ&E to upload the Vacancy Circular on the website of the Department.
4. Dr. Ambedkar Foundation, Dr. Ambedkar International Centre with request to get this O.M. placed on their website.
5. AE, Media, D/o SJ&E with request to advertised VC in leading news papers.
6. E-office notice board.

**Annexure-1**

1. Name and address in Block capitals:
2. Date of Birth (In Christian era).
3. Date of retirement under Central Govt./State Govt. under the rule applicable to the candidate.
4. Educational & other Qualifications possessed by the candidate (relevant to essential qualifications prescribed for the post):
5. Are you holding an analogous post on a regular basis: Yes/No
6. Present Pay and Scale of Pay
7. Please state clearly whether in the light of entries made by you above, you meet the requirements of the post: Yes/No
8. Details of Service (Enclose a separate sheet, duly authenticated by your Signature. if any space below is insufficient:

Office/ Institution	Post held with scale of pay	Period of Service	Basic Pay	Nature of appointment whether regular/adhoc/deputation	Duties

9. Nature of present employment, i.e. regular/ad-hoc/temporary/permanent.
10. In case the present employment is held on deputation/contract basis, please state:
  - a) The date of initial appointment:
  - b) Period of appointment on deputation /contract:
  - c) Name of parent Office/Organization to which you belong:
11. Additional details about present employment. Please state whether working under:
  - a) Central Government b) State Govt. c) University/Recognized Research Institute
  - d) Public Sector Undertaking e) Semi-Govt. Statutory or Autonomous Organization.
12. Are you in revised scale of pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale of pay.
13. Basic pay and total emoluments per month now drawn:
14. Additional Information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient.
15. Whether belongs to SC/ST:
16. Remarks

Date.....

Signature of the applicant

Address.....